ICO.

EXPENSES CLAIM

Claim Number
87913

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department
Christopher Graham			Chief Executive

Usual mileage to work	

NB Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure. Thank you.

Date	Time		Full details of journey and charges.	Mode of travel	Car mileage				Receipt attached *
	Depart	Arrive			STD 45p	PTR 25p	£	p	
			CANADIAN DOLLAR EXPENSES						
28/11/2014	1130	-	Left home						
01/12/2014	-	-	Lunch on first day of conference - part claim of receipt total + tax					13.25	1
	-	-	Supper - part claim of receipt total					20.91	2
03/12/2014	-	-	Taxi to airport	Taxi				36.00	3
	-	-	Water					2.99	4
	-	-	Flight socks and cough pastilles					35.70	5
4/12/2014		2000	Returned home						
				sub-total	0	0		108.85	

Other incidental expenses (e.g. telephone, postage)

RECEIVED 17 DEC 2014

total amount claimed	108.85	CAN-DOLLARS
less cash advances received		
amount claimed for payment	108.85	

If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.

£59-66.

DECLARATION

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
* If no break down is provided please add a brief description of the items consumed. Thank you

ICO.

EXPENSES CLAIM

Claim Number
33424

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department
Christopher Graham			Chief Executive

Usual mileage to work	

NB - Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure. Thank you.

Date	Time		Full details of journey and charges.	Mode of travel	Car mileage				Receipt attached *
	Depart	Arrive			STD 45p	PTR 25p	£	p	
			EURO EXPENSES						
07/12/2014	1700	-	SNCF return ticket from Charles de Gaulle airport to central Paris	Train			19	50	1
8/12/2014	-	-	Breakfast				9	60	2
	-	-	RATP return ticket from hotel to UNESCO	Train			3	40	3
9/12/2014	-	1100	Breakfast (13.80 total with 10.50 put on GPC card, remainder cash)				3	30	4
				sub-total	0	0	35	80	

Other incidental expenses (e.g. telephone, postage)

RECEIVED
17 DEC 2014

total amount claimed	35.80	EUROS
less cash advances received		
amount claimed for payment	35.80	EUROS

If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.

= £18-38

DECLARATION

[redacted]

* If no break down is provided please add a brief description of the items consumed. Thank you.

ICO.

EXPENSES CLAIM

Claim Number

37443

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department
Christopher Graham			Chief Executive

Usual mileage to work

NB - Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering else the STD mileage box, refer to the Expenses Guide if you are unsure. Thank you.

Date	Time		Full details of journey and charges.	Mode of travel	Car mileage				Receipts attached *
	Depart	Arrive			STD 45p	PTR 25p	£	p	
10/12/2014	0745	-	Bus from home to railway station	Bus			3	00	1
	-	-	Food on train				3	15	2
	-	-	Supper (share of bill minus alcohol)				18	95	3
11/12/2014	-	-	Food on train				6	40	4
	-	2230	Taxi from railway station to home	Taxi			17	00	5
12/12/2014	-	-	Share of receipt for mince pies provided for meeting with Emerson Group [redacted] plus Simon Entwisle				8	50	6
				sub-total	0	0	57	00	

Other incidental expenses (e.g. telephone, postage)

RECEIVED
17 DEC 2014

total amount claimed	57.00
less cash advances received	
amount claimed for payment	57.00

If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.

DECLARATION

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
* If no break down is provided please add a brief description of the items consumed. Thank you

ICO.

EXPENSES CLAIM

Claim Number
20980

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department
Christopher Graham			Chief Executive

Usual mileage to work	

NB - Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure. Thank you.

Date	Time		Full details of journey and charges.	Mode of travel	Car mileage			Receipt attached *
	Depart	Arrive			STD 45p	PTR 25p	£ p	
12/11/2014	0630	-	Food on train on the way to London				4.95	1
	-	-	Coffee for prospective Non-Executive Director appointee				2.30	2
	-	1950	Food on train on return journey				4.95	3
5/11/14	AMOUNT OWED TO ICO ON							
	GPC - SEE BANKING DOCUMENTS						-9.00	
			LESS EXP CLAIM 13/10/14				6.20	
				sub-total	0	0	12.20	
							-7.80	

Other incidental expenses (e.g. telephone, postage)

total amount claimed	~~-7.80~~ 12.20
less cash advances received	
amount claimed for payment	~~-7.80~~ 12.20

If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.

* £13-40 owed (see summa on back)

DECLARATION

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
* If no break down is provided please add a brief description of the items consumed. Thank you.

ICO. **EXPENSES CLAIM**

Claim Number
63504

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department
Christopher Graham			Chief Executive

Usual mileage to work

NB - Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure. Thank you.

Date	Time		Full details of journey and charges.	Mode of travel	Car mileage				Receipt attached *
	Depart	Arrive			STD 45p	PTR 25p	£	p	
26/11/2014	1245	-	Food on train on the way to London (newspaper purchased for article on Lords' expenses in preparation for ICO FOI event)				3	50	1
27/11/2014	-	0840	Food on train on return to Wilmslow				6	75	2
28/11/2014	1130	-	Food at Manchester airport awaiting flight to Heathrow				6	05	3
	-	-	Food at Heathrow airport awaiting flight to Vancouver				14	00	4
04/12/2014	-	2000	Taxi from Manchester airport to home	Taxi			15	00	5
07/12/2014	1700	-	Departure for Paris						
09/12/2014	-	1100	Taxi from Manchester airport to office	Taxi			20	00	6
				sub-total	0	0	65	30	

Other incidental expenses (e.g. telephone, postage)

Recharges - see items 1, 2 and 19 from November GPC statement

RECEIVED 17 DEC 2014

total amount claimed	**65.30**
less cash advances received	74.80
amount claimed for payment	**-9.50**

DEFICIT

If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.

DECLARATION

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
* If no break down is provided please add a brief description of the items consumed. Thank you.

ICO.

EXPENSES CLAIM

Claim Number
81140

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD	PTR		
					45p	25p	£ p	
24/11/14	16:00		Home to airport	Taxi			12.00	YES
			Manchester airport to Brussels airport	Plane				
			Brussels airport to Plu. Luxembourg	Bus				
			(98th Art. 29 Working Party - 25th and 26th November)					
26/11/14			Plu. Luxembourg to Brussels airport	Bus				
			Brussels airport to Manchester airport	Plane				
		18:00	Manchester airport to home	Taxi			23.00	YES
			Subsistence - 2 x 24 hrs					
				sub-total	0	0	35.00	

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

**Signed		Date	

total amount claimed	35.00
less cash advances received	
amount claimed for payment	35.00

- 8 DEC 2014

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you

ICO. EXPENSES CLAIM

Claim Number
4329

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
17/11/14	16:00		ICO office to Manchester airport	Taxi				
			Manchester airport to Brussels	Plane				
			Brussels airport to Gare du Midi	Train			Euro 8.50	YES
			Gare du Midi to Troon	Train				
			(CIPL - Privacy Risk Workshop, 18 Nov.					
			IAPP Congress - 19 and 20 Nov.)					
			Troon to Gare Centrale	Metro				
			Gare Centrale to Brussels airport	Train			Euro 8.50	YES
			Brussels airport to Manchester airport	Plane				
		21:45	Manchester airport to home	Taxi				
			Subsistence:					
			(continuation sheet ...)					
				sub-total	0	0	0.00	

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

RECEIVED 8 DEC 2014

**Signed	Date	

total amount claimed	0.00
less cash advances received	
amount claimed for payment	123.50 0.00

E91-22

DECLARATION

I declare that the expenses claimed above have been actually and necessarily incurred by me in accordance with t

Signe

APPR

Name

Signe

FOR

Paid

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you.

ICO.

EXPENSES CLAIM

Claim Number
4329

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure.

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
			Subsistence					
			3 x 24 hrs + over 5 hrs				25	5e w/s
			Less 3 x lunches				6	7 e w/s
			Less 2 x Dinners				8	0 e w/s
							123	e w/s
				sub-total	0	0	0	00

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

**Signed		Date	

total amount claimed	0.00
less cash advances received	
amount claimed for payment	0.00

DECLARATION

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you.

ico.

EXPENSES CLAIM

Claim Number
62827

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure.

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
17/11/14	16:00		ICO office to Manchester airport	Taxi			15.00	YES
			Manchester airport to Brussels	Plane				
			Brussels airport to Gare du Midi	Train				
			Gare du Midi to Troon	Train				
			(CIPL - Privacy Risk Workshop, 18 Nov.					
			IAPP Congress - 19 and 20 Nov.)					
			Troon to Gare Centrale	Metro				
			Gare Centrale to Brussels airport	Train				
			Brussels airport to Manchester airport	Plane				
		21:45	Manchester airport to home	Taxi			18.00	YES
			Subsistence - continuation sheet					
				sub-total	0	0	33.00	

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

Signed		Date	

RECEIVED
-8 DEC 14

total amount claimed	33.00
less cash advances received	
amount claimed for payment	33.00

DECLARATION

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you.

ico.

EXPENSES CLAIM

Claim Number
62877

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure.

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
			Subsistence					
			3 x 24 hrs					
			1 x over 5 hrs Euros					
			Less 3 x lunches					
			Less 2 x dinners					
							33.10	
				sub-total	0	0	0.00	

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

**Signed		Date	

total amount claimed	33.10 0.00
less cash advances received	
amount claimed for payment	33.10 0.00

[redacted]

If no break down is provided please add a brief description of the items consumed. Thank you.

ico.

EXPENSES CLAIM

Claim Number
69529

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure.

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
12/11/14	07:10		Home to Stockport railway station	Car				
			Stockport to London	Train				
			Euston Square to Tower Hill	Tube			2	20
			(Thomson Reuters Conference and Promontory meeting)					
			Tower Hill to Euston Square	Tube			2	20
			Euston to Stockport	Train				
		19:20	Stockport to home	Car				
			Stockport railway station car park				12	00 YES
			Subsistence				1	70 YES
							1	80 YES
							1	90 YES
				sub-total	0	0	21	80

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount
		0.00

Signed | Date

RECEIVED
- 8 DEC 2014

total amount claimed	21.80
less cash advances received	
amount claimed for payment	21.80

DECLARATION

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you.

ICO.

EXPENSES CLAIM

Claim Number
B2699

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP Executive

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
01/11/14	08:30		Home to airport	Taxi				
			Manchester airport to Phoenix airport	Plane				
			(Identity Theft 911)					
04/11/14			Phoenix airport to Manchester airport	Plane				
05/11/14		17:30	Manchester airport to home	Taxi				
			Subsistence:					
			4 x 24 hrs + over 5 hrs	400.50.			389.58	dollars
			Less 3 x Dinners	120.00.			117.00	"
			Less 2 x Breakfasts	25.00.			24.00	"
			Less 4 x Lunches	98.00.			96.00	"
				157.50 sub-total	0	0	0.00	154.50

WILMSLOW OFFICE PARKING CLAIM
All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount
REC'D - 8 DEC 2014		
		0.00

**Signed		Date	

$54.50 dollars

total amount claimed	0.00
less cash advances received	150
amount claimed for payment	0.00

150 rec'd

[redacted] me in accordance

+ 88.2963 dollars

dollars 91.29

= £58.2

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you.

ico.

EXPENSES CLAIM

Claim Number
10703

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
David Smith	H		DP Executive

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
01/11/14	08:30		Home to airport	Taxi			12.00	YES
			Manchester airport to Phoenix airport	Plane				
			(Identity Theft 911)					
04/11/14			Phoenix airport to Manchester airport	Plane				
05/11/14		17:30	Manchester airport to home	Taxi			21:50	YES
			Subsistence - 4 x 24 hrs + over 5 hrs					
			Less 3 x Dinners					
			2 x breakfasts					
			4 x lunches					
				sub-total	0	0	33.50	

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

**Signed		Date	

RECEIVED
- 8 DEC 2014

total amount claimed	33.50
less cash advances received	
amount claimed for payment	33.50

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you.

EXPENSES CLAIM

Claim Number
29569

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure.

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
10/11/14	12:50		Wilmslow to London	Train				
			London Euston to Westminster	Tube			2	20
			(House of Lords Inquiry into civil use of RPAS)					
			Westminster to Euston	Tube			2	20
			London to Wilmslow	Train				
		21:45	Arrive home					
			Subsistence				3	79 YES
				sub-total	0	0	8	19

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0	00

RECEIVED - 8 DEC 2014

**Signed		Date	

total amount claimed	8.19
less cash advances received	
amount claimed for payment	8.19

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you.

TICKET

SNCF

CARTE BANCAIRE
Ticket client à conserver

AEROPORT CDG 2
le 09.12.2014
à 13H15M18
MONTANT ESTIME 9,75 EUR
09 271494 072 x 5807 no 022039
071958E 8686/6085
DEBIT
MONTANT
Ce ticket n'est pas un titre de transport

EXPENSES CLAIM

Claim Number
31664

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure.

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
9/12/14	07:10		Home to Manchester airport	Taxi				
			Manchester airport to Charles de Gaulle, Paris airport	Plane				
			Paris airport to La Muette	Train			9	75 ewos yes
			(OECD Meeting)					
10/12/14			La Muette to Garde de Nueva	Metro			1	70 ewos yes
		16:45	Paris to London St Pancras	Train				
			St Pancras to Earls Court	Tube				
			(to drop off luggage before attending other events)					
			Earls Court to Cannon Street	Tube				
			(British Bankers Association Reception)					
			Cannon Street to Regents Park	Tube				
			(Privacy Laws and Business Dinner)					
				sub-total	0	0	0.00	11.45 (2 ewos)

WILMSLOW OFFICE PARKING CLAIM
All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

**Signed		Date	

total amount claimed	0.00	144.45 ewos
less cash advances received		
amount claimed for payment	0.00	144.45 ewos

DECLARATION £113.38.

I declare that the expenses claimed above have been actually and necessarily incurred by me in accordance

[redacted]

If no break down is provided please add a brief description of the items consumed. Thank you

ico.

EXPENSES CLAIM

Claim Number (CONTINUATION)

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
10/12/14			Regents Park to Earls Court	Tube				
			(Daily Oyster card maximum £8.40)					
11/12/14			Earls Court to Liverpool Street	Tube				
			(Roundtable on the EU DP Regulation, London)					
			Liverpool Street to Euston Square	Tube				
			London to Stockport railway station	Train				
		19:15	Stockport railway station to home	Taxi				
12/12/14			Mobile phone call to office (P[redacted] C[redacted] from Budapest					
			Subsistence - 1 x 24 hrs - over 5 hrs				157 euros	
			Less 1 x breakfast				24 euros	
				sub-total	0	0	~~0.00~~	133 euro

WILMSLOW OFFICE PARKING CLAIM
All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

**Signed		Date	

total amount claimed	0.00
less cash advances received	
amount claimed for payment	0.00

[redacted]

If no break down is provided please add a brief description of the items consumed. Thank you.

ico.

EXPENSES CLAIM

Claim Number
B0762

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
24/11/14	16:00		Home to airport	Taxi				
			Manchester airport to Brussels airport	Plane				
			Brussels airport to Plu. Luxembourg	Bus				
			(98th Art. 29 Working Party - 25th and 26th November)					
26/11/14			Plu. Luxembourg to Brussels airport	Bus				
			Brussels airport to Manchester airport	Plane				
		18:00	Manchester airport to home	Taxi				
			Subsistence - 2 x 24 hrs				152 euros	
				sub-total	0	0	0.00	

WILMSLOW OFFICE PARKING CLAIM
All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
RECD			
- 8 DEC 2014		0.00	

**Signed		Date	

total amount claimed	~~0.00~~ 152 euros
less cash advances received	
amount claimed for payment	~~0.00~~ 152 euros

DECLARATION
I declare that the expenses claimed above have been actually and necessarily incurred by me in accordance with the Information Commissioner Expenses Guide

£120-13

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you.

ico.

EXPENSES CLAIM

Claim Number
65268

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section.

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure.

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£ p	
09/12/14	07:10		Home to Manchester airport	Taxi			12.00	YES
			Manchester airport to Charles de Gaulle, Paris airport	Plane				
			Paris airport to La Muette	Train/Metro				
			(OECD meeting)					
10/12/14			La Muette to Garde de Nueva	Metro				
		16:45	Paris to London St Pancras	Train				
			St Pancras to Earls Court	Tube			2.20	
			(to drop off luggage before attending other events)					
			Earls Court to Cannon Street	Tube			2.20	
			(British Bankers Association Reception)					
			Cannon Street to Regents Park	Tube			2.20	
			(Privacy Laws and Business Dinner)					
				sub-total	0	0	18.60	

WILMSLOW OFFICE PARKING CLAIM All parking claims must be approved by David Wells/Paul Wilson **	+	16.20 clf

Date	Reason	Amount	
		0.00	

**Signed		Date	

total amount claimed	~~18.80~~ 34.80
less cash advances received	
amount claimed for payment	~~18.60~~ 34.80

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
If no break down is provided please add a brief description of the items consumed. Thank you

EXPENSES CLAIM

Claim Number
(Continuation No.)

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department
DAVID SMITH	H		DP EXECUTIVE

Usual mileage to work	

Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure

Date	Time		Full details of journey and charges/other incidental expenses (e.g. telephone, postage)	Mode of travel	Car mileage		Receipt attached *	
	Depart	Arrive			STD 45p	PTR 25p	£	p
10/12/14			Regents Park to Earls Court	Tube			2	20	
			(Daily Oyster card maximum £8.40)				0	40	
11/12/14			Earls Court to Liverpoo Street	Tube			2	20	
			(Roundtable on the EU DP Regulation, London)						
			Liverpool Street to Euston Square	Tube			2	20	
			London to Stockport railway station	Train					
		19:15	Stockport railway station to home	Taxi			8	00	YES
12/12/14			Mobile phone call to office (Mike Collins) from Budapest				2	00	NO
				sub-total	0	0	16	20	< £

WILMSLOW OFFICE PARKING CLAIM

All parking claims must be approved by David Wells/Paul Wilson **

Date	Reason	Amount	
		0.00	

**Signed		Date	

total amount claimed	~~16.20~~
less cash advances received	
amount claimed for payment	~~16.20~~

[redacted]

ICO.

EXPENSES CLAIM

Claim Number
50806

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department
SimonEntwisle	H		EXE

Usual mileage to work	

NB - Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure. Thank you.

Date	Time		Full details of journey and charges.	Mode of travel	Car mileage				Receipt attached *
	Depart	Arrive			STD 45p	PTR 25p	£	p	
10.12.14	6.15		Travel to London for meeting with MOJ	Rail					
			Car parking at Stockport				6.00		Y
		16.30	Refreshments				4.95		Y
				sub-total	0	0	10.95		

Other incidental expenses (e.g. telephone, postage)

total amount claimed	10.95
less cash advances received	
amount claimed for payment	10.95

If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.

RECE

DECLARATION

[redacted]

* Receipts **must** be provided for subsistence claims and attached to the back of this form.
* If no break down is provided please add a brief description of the items consumed. Thank you